

Road to Transition

A Guided Tour for
Accessing Adult Services

Revision 3/8/2019

ON RAMP

Start Here



Contact
Regional
Medicaid

DD Services
Application

Medicaid
Application

Social
Security
Income

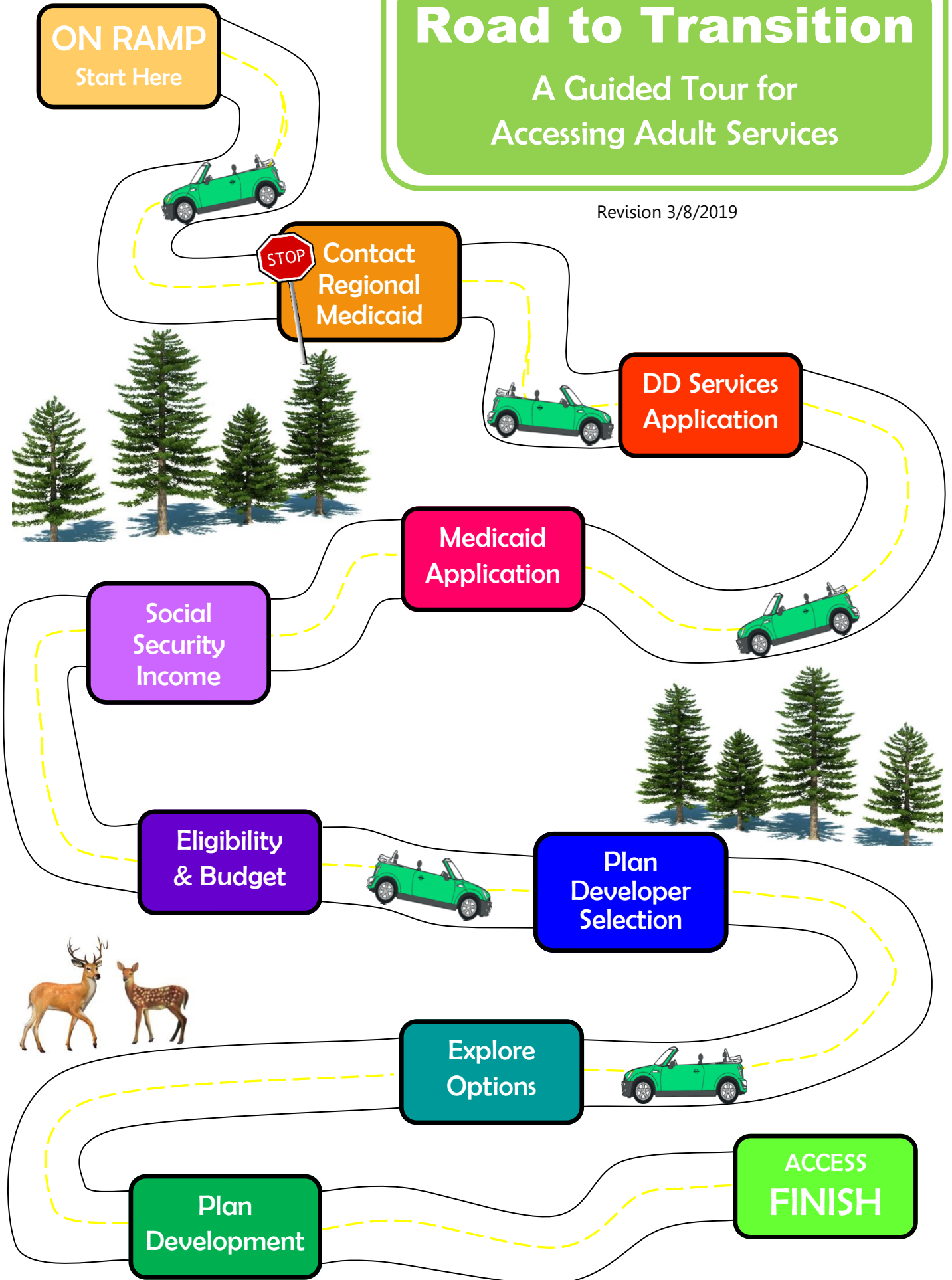
Eligibility
& Budget

Plan
Developer
Selection

Explore
Options

Plan
Development

ACCESS
FINISH



Road to Transition

A Guided Tour for Accessing Adult Services

WELCOME!

The transition of moving from childhood to adulthood is a very important time for a person with a Developmental Disability. As a young adult or parent/caregiver of a young adult, you will play a large role in the planning process when changing from children's Medicaid services and supports to those available under adult Medicaid. Services and supports are all voluntary and developed to promote independence. Thoughtful planning, good information, and clear communication will guide you toward success.

The process of transitioning to adult services may seem overwhelming. However, starting early will allow you to take smaller and more manageable steps to a successful outcome. It is the goal of this guide to help you and your family with this process.

The sections in your Road to Transition guide include:

- 🚗 Contact Regional Medicaid Services
- 🚗 Developmental Disability Services Application
- 🚗 Medicaid Application
- 🚗 Supplemental Security Income Application
- 🚗 Eligibility & Budget
- 🚗 Plan Developer Selection
- 🚗 Explore Options – Medicaid Services and Supports for Adults with Developmental Disabilities
- 🚗 Plan Development
- 🚗 Resources You May Find Helpful



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Additional Information can be found on our website:

<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities>



Watch for traffic cones! They can remind you of important things to remember in each section.



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Contact Regional Medicaid Services

Where do I begin?



There are several services and supports that can be accessed as an adult that are paid for by Medicaid. You will need to contact your local Regional Medicaid Services office 6 months before you turn 18 to find out how to begin the transition to adult services. Regional Medicaid Services (RMS) is also known as the Bureau of Developmental Disability Services (BDDS).

The transition to adult services and supports can look different for every person who applies. It should; every person is unique! Your local RMS office can create a specific plan just for you and help guide you through the process.

Below are the phone numbers for each regional office:

Region 1

(Boundary, Bonner, Kootenai, Benewah & Shoshone Counties)
(208) 769-1567

Region 2

(Latah, Clearwater, Nez Perce, Lewis, Idaho Counties)
(208) 799-4430

Region 3

(Adams, Washington, Payette, Gem, Canyon, Owyhee Counties)
(208) 455-7150

Region 4

(Valley, Boise, Ada, Elmore Counties)
(208) 334-0940

Region 5

(Camas, Blaine, Gooding, Lincoln, Jerome, Minidoka, Twin Falls, Cassia Counties)
(208) 736-3024

Region 6

(Power, Bannock, Caribou, Oneida, Franklin, Bear Lake, Bingham Counties)
(208) 239-6260

Region 7

(Lemhi, Custer, Butte, Clark, Fremont, Jefferson, Madison, Teton, Bonneville Counties)
(208) 528-5750



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Contact RMS **6 months**
prior to your 18th
birthday!



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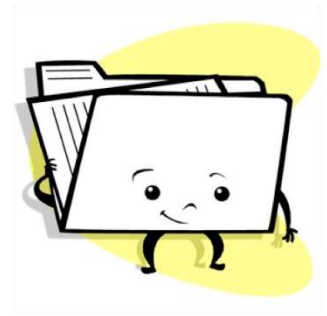
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Developmental Disability Services Application

How do I apply?

An application for Adult Developmental Disability Services can be found online or by contacting your RMS office. When you complete your application, you will need to send it in or drop it off to RMS with documentation of your disability. This application should be submitted **3 months prior** to your 18th birthday. **This documentation will need to include:**



- 📁 Eligibility Application*
- 📁 Receipt of Privacy Practices*
- 📁 Authorization for Disclosure*

📁 *The documents can be obtained by contacting RMS or at:
<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities/AdultDDCareManagement/tabid/211/Default.aspx>

- 📁 Documentation confirming that your Developmental Disability was identified before the age of 22. Examples of this documentation could include:

- 📁 School Records
- 📁 Doctor Records
- 📁 Evaluations or assessments

- 📁 Documentation of your disability:

- 📁 If you have **Cerebral Palsy, Epilepsy, or Traumatic Brain Injury** provide medical documentation from your physician.
- 📁 If you have an **Intellectual Disability** (formerly Mental Retardation), provide the results of an IQ test using the Wechsler Adult Intelligence Scale for Adults – Third Edition (WAIS- III) or Fourth Edition (WAIS-IV); or Stanford Binet Intelligence Scales, for ages two (2) through adult; or Test of Nonverbal Intelligence, Fourth Edition (TONI-4), for ages six (6) years through eighty-nine (89) years, eleven (11) months. *If the IQ test was not done within the last three (3) years, new testing may be requested.*
- 📁 If you have **Autism Spectrum Disorder** (ASD), provide documentation supporting this diagnosis from a professional working within their scope of practice.
- 📁 If you have other conditions found to be closely related to or similar to one of these impairments that requires similar treatment or services, provide documentation that can show the causal relationship between the



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impairing condition and the developmental disability (does not include mental illness).

- Once all of your documentation is received, it will be sent to an *Independent Assessment Provider (IAP)* for review and they will contact you to schedule a time to meet to find out if you are eligible for services.



If your primary diagnosis is **intellectual disability** you will need a current adult psychological testing with full-scale IQ to submit with your DD Application.



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Medicaid Application

What is this and why do I need it?

Medicaid provides medical coverage for eligible Idahoans. Benefits offered through Medicaid will pay for medical services through providers, similar to health insurance companies.


Medicaid Application

It is extremely important for participants to apply or reapply for Medicaid as an adult. If you are working with your local RMS office, they will support you in applying for Medicaid. If you haven't been contacted by your 18th birthday in order to apply for Adult Medicaid, be sure to apply. If a participant doesn't qualify for Medicaid, they will not be able to access RMS services.

To make the process move more smoothly, send or bring proof of identity, income, household expenses and resources to the local Self-Reliance office. It is important to mention to the Self-Reliance worker that the applicant has a developmental disability.

Self-Reliance will use your information on file to contact you regarding your Medicaid application. It is very important to keep your information updated with Self-Reliance in order for the process to go smoothly.

Contact

 You can get an application online:

<http://healthandwelfare.idaho.gov/FoodCashAssistance/ApplyforAssistance/tabid/1554/Default.aspx>

 Or by visiting a Self-Reliance office:

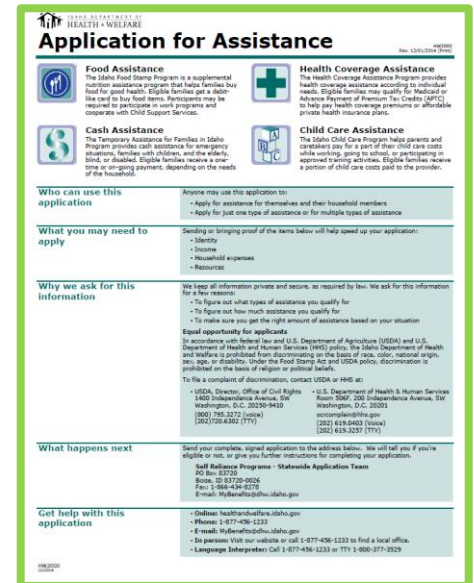
To find your local office, visit the website or call 1-877-456-1233

Completed applications can be taken to your local office or sent in:

 **Mail:** PO Box 83720

Boise, ID 83720-0026

 **Fax:** 1-866-434-8278



The form is titled "Application for Assistance" and is from the Idaho Department of Health & Welfare. It contains sections for Food Assistance, Health Coverage Assistance, Cash Assistance, and Child Care Assistance. It also includes a section for "Who can use this application", "What you may need to apply", "Why we ask for this information", "What happens next", and "Get help with this application".



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 **E-mail:** MyBenefits@dhw.idaho.gov

Foster or Adopted Youth

If you are a foster youth or have been adopted and receive an adoption subsidy, your Medicaid eligibility has not previously been based upon financial information. However, you will still need to submit this Application for Assistance if you are going to apply for RMS Services.

If you are a foster youth who will age out of foster care at age 18 and you do not qualify for RMS Services or choose not to access RMS services, you are still eligible to receive Medicaid up to age 26.

Katie Beckett

Katie Beckett Medicaid, also known as Home Care for Certain Disabled Children, is a Medicaid program that enables children with special healthcare needs or long-term disabilities to be cared for at home instead of in an institution and be eligible for Medicaid based on the child's income and assets without considering the resources of the parents/guardians. The cost of care at home compared to the cost in an institutional setting is also used in determining eligibility.

Katie Beckett Medicaid eligibility ends at 19 years of age. You can find out about applying for Katie Beckett Medicaid by contacting your local Idaho Department of Health and Welfare's RMS office.

Early Periodic Screening Diagnosis & Treatment (EPSDT)

If you are:

- eligible for Medicaid
- 18 but not ready for full transition to adult services

You may be eligible for medically necessary services after you turn 18 through EPSDT. To get an EPSDT request form, send your request to: epsdtrequest@dhw.idaho.gov.

If you need a Language Interpreter: Call 1-877-456-1233 or TTY 1-800-377-3529



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Make sure you keep updated contact information with Self-Reliance. Report with any of the contact info above!



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Supplemental Security Income (SSI) Application

What is this and why do I need it?

SSI is an income support program that provides monthly payments to persons who have disabilities and have limited income and resources. SSI is not required in order to access Adult Developmental Disability Services, but it could be beneficial for you.

Social Security calls the individual who is applying for SSI the “**claimant**.” Most people who receive SSI are also eligible for Medicaid.

Why do I need it?

- 🚗 Adult Developmental Disability Services do not pay for room and board, but SSI can provide financial support to help pay basic living expenses, including room and board.
- 🚗 Children’s Medicaid ends at 19 years old. Qualifying for SSI allows the claimant to receive Medicaid as an adult. This Medicaid pays for healthcare expenses such as doctor appointments, therapy and prescription drugs.



Who is eligible to receive SSI?

In general, an individual is likely to be eligible for SSI by meeting both disability and financial criteria.

- 🚗 Disability Criteria: This refers to a person with a physical, mental, or developmental disability. You will need to gather documentation of the disability including IEP eligibility reports, psychological evaluations and/or medical/specialist evaluations depending on the diagnosis. The application and related forms will ask for you to:
 - 🚗 Describe the **claimant’s** disability and how it affects daily living
 - 🚗 List who is providing services and supports
 - 🚗 Provide other information about the **claimant’s** disability
- 🚗 Financial Criteria: Once you turn 18, you are your own “household.” This means that individuals with disabilities who apply as an adult do not have the income of their parents or guardians considered in determination. The **claimant** will be



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expected to pay rent and will not have to put the family's income on any applications. If the parent or guardian chooses not to charge the **claimant** rent, then he or she will not be eligible for the full amount of SSI every month because he or she is not responsible for paying any bills.

How does a person apply for SSI?

Social Security offices in different regions have different policies. It is recommended that you or your parent/guardian call your local Social Security office and ask about their current application policy.



In most offices, in order to apply as an adult, you will need to wait until your 18th birthday to submit your application. Call 30 days before your 18th birthday to schedule an appointment for your 18th birthday or near after. You can apply over the phone, in person, by mail, or online. Visit the Social Security Website or call the general phone number for local office information in your region.

Online: www.ssa.gov/disability

General Phone: (800) 772-1213



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Eligibility & Budget

How do I find out if I'm eligible?

After you have applied for Adult Developmental Disability Services and all of your documents have been received by RMS, your application will be sent to the *Independent Assessment Provider (IAP)* for review. The IAP will contact you or your parent/guardian to schedule an interview to find out if you are eligible for services. This appointment can be scheduled in your home or in the community setting of your choice. It is very important that you attend your scheduled interview. You will also need to have a guardian, parent, friend or someone who knows you very well with you during the interview.

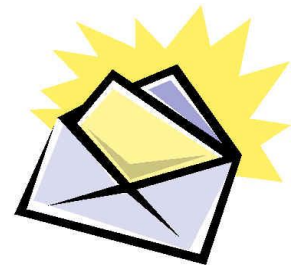
What will happen at the interview?

- 🚗 At the interview the IAP will ask you and the person with you questions that will help them gather information about you and your needs.
- 🚗 The IAP will complete a functional assessment with the person with you. The results of this assessment will help determine if you are eligible and what level of care you will need.
- 🚗 The IAP will request signatures on Release of Information forms in order to gather more information about you and your disability.
- 🚗 The IAP will ask you questions about your needs, which helps them write a Needs Inventory. This allows the IAP to calculate your annual budget for Adult Developmental Disability services.



What will happen after the interview?

- 🚗 After the interview, the IAP will review all of the information they have and will decide if you are eligible for Adult Developmental Disability services. You will get a notice in the mail to let you know the decision.
- 🚗 If you are found eligible your notice will include the amount of your annual budget and a timeline to submit your plan of service.



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- 🚗 If you are found eligible for DD Waiver services, you will be contacted by Self-Reliance to process your application for Adult Medicaid.
- 🚗 If you are not found eligible for DD Waiver services, it will be your responsibility to contact Self-Reliance to apply for Adult Medicaid at 18.



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Additional Information can be found on our website:


<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities>


Plan Developer Selection

Who will help me?

If you are found eligible for Developmental Disability Services, you will need to choose a person or an agency to help you explore services and develop a plan of service. You can find an updated list of providers in your region at:

<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities/tabid/120/Default.aspx>

 **For participants who choose Traditional Services:** You will choose an agency to provide you with Plan Development and Targeted Service Coordination. You will be able to work with your Plan Developer/Service Coordinator to explore your options and create an Individual Support Plan to access services and supports that meet your needs.

 **For participants who choose Self-Direction:** You will choose a Support Broker to help you decide what you want your supports to look like and who you want to hire to help you. The Support Broker will work with you to develop a Support and Spending Plan. A current list of Support Brokers can be found on the Department's website.

**You can find out more information about the differences between Traditional Services and Self-Direction in the following section.*



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<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities>

Now that I have a budget, what services can I access?

State Plan Option

All participants who qualify for Adult Developmental Disability Services can receive services under the state plan option. You can choose services and supports that meet your needs and fit within your budget. You will want to speak with your Targeted Service Coordinator (TSC) to see if there are additional services available to you. Services available to you under the state plan option include:

- Targeted Service Coordination (TSC)
- Developmental Therapy
- Community Crisis Supports

Developmental Disabilities Waiver

Individuals who have high needs and meet a higher level of care might **also** qualify for the DD Waiver. If you qualified for the DD Waiver, you have two options for selecting the services and supports that will best meet your needs and fit within your annual budget.

Self-Direction

- Participant and/or parent/guardian complete a Self-Direction training
- When an individual chooses Self-Direction they hire a Support Broker instead of a Plan Developer/Service Coordinator to write and monitor their plan
- With help from the Support Broker, Participants create a Support and Spending Plan that includes hiring their own Community Support Workers and buying goods and services

Traditional Services

- Residential Habilitation
- Chore Services
- Respite Care
- Supported Employment
- Non-Medical Transportation
- Environmental Modifications
- Specialized Medical Equipment
- Personal Emergency Response System
- Home Delivered Meals
- Nursing Services
- Behavior Consultation and Crisis Management
- Adult Day Health



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Explore Options – Medicaid Services and supports for Adults with Developmental Disabilities

What services can I access?

State Plan Option

All participants who qualify for Adult Developmental Disability Services can receive services under the state plan option. You will want to speak with your Targeted Service Coordinator (TSC) to see if there are additional services available to you. Services available under the state plan option include:

-  **Targeted Service Coordination (TSC):** A person who works for an agency that helps you coordinate and maintain your services and supports
-  **Developmental Therapy:** Skill-building services are offered by an agency that will help you work on goals to increase your independence. This service can be provided one-on-one or in a group
-  **Community Crisis Supports:** Extra help for people with disabilities that are having a crisis. These supports are here to keep you healthy and safe


Developmental Disability Waiver Services

Individuals who have more intense needs and meet a higher level of care might also qualify for the DD waiver. If you qualified for the DD waiver you have two options for selecting the services and supports that will best meet your needs and fit within your annual budget. One option is called Traditional Services and the other is called Self Direction.



Traditional Services

With Traditional Services, you select a Targeted Service Coordinator who can help you choose the most appropriate services and supports to meet your needs. The following services are examples of what could be in your plan:

-  **Residential Habilitation:** Also referred to as “Res Hab,” includes both Certified Family Homes and Supported Living Services. Res Hab helps you to live in your own home, with your family, or in a Certified Family Home with more independence



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- 🚗 **Certified Family Home:** An Individual can live with someone whose home has been certified by the Department of Health and Welfare to provide supports and assist you with your daily living needs. This can be the home of a relative or someone who isn't related. Some services and supports will be provided in the home and some services and supports will be provided in the community. These supports are designed to keep you healthy and safe and increase your independence.
- 🚗 **Supported Living Services:** You can live in your family's home, in a home by yourself or in a home with roommates and receive up to 24-hour support from an agency. The agency will help you increase your independence by teaching you how to manage your daily living skills, assisting you in accessing your community, protecting your health and safety, and many other things depending on your needs.
- 🚗 **Chore Services:** An agency can be paid to do chores for you that could include window washing, moving furniture, shoveling snow or other chores that you may not be able to do on your own.
- 🚗 **Respite Care:** If you live with someone that doesn't get paid to care for you, Medicaid will pay for someone else to care for you when your support is not able to be there. This service is only available for short time periods.
- 🚗 **Supported Employment:** You can get a job and go to work with the help of a job coach. The job coach will help you learn and keep your job.
- 🚗 **Non-Medical Transportation:** You can use part of your budget to pay for transportation to community services and activities.
- 🚗 **Environmental Modifications:** You can hire someone to make changes to your home that will allow you to live there with more independence.
- 🚗 **Specialized Medical Equipment:** Medicaid pays for some Durable Medical Equipment through your Medicaid card. When your items are related to your disability and your Medicaid card won't cover them, you can purchase them using your DD budget.
- 🚗 **Personal Emergency Response System (PERS):** A PERS unit is a device that you can use to call for help in an emergency. A PERS can be worn on your body or placed in your house, also referred to as a "Lifeline".





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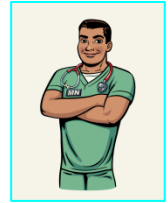
<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities>

 **Home Delivered Meals:** A service that delivers one (1) or two (2) nutritious meals each day for individuals who are alone for large parts of the day, who have no regular caregiver for long periods of time, and are unable to prepare a healthy meal

 **Nursing Services:** If you have medical needs and your doctor recommends nursing services, a nurse can come take care of you in your home

 **Behavioral Consultation and Crisis Management:** This service provides consultation and evaluation if you are having a psychological, behavioral, or emotional crisis. This service can also provide direct support if you are having an emergency or crisis

 **Adult Day Health:** A supervised and structured day program for you to receive a variety of social, recreational and health activities







Self-Direction

This is a Medicaid option for adults who are eligible for the DD Waiver. This option gives the participant choices, and the freedom to manage their own lives. Participants don't have to choose supports alone. They will have as much or as little help as they need from a Support Broker, a Circle of Support, and a Fiscal Employer Agent (FEA).

Participants will have an individualized budget, create a Support and Spending Plan, hire Community Support Workers, and buy goods and services. Participants who choose Self-Direction must agree to the following four (4) principles:



-  *Freedom to plan their own lives*
-  *Control over their Medicaid dollars to buy services and supports*
-  *Support to become involved in their communities*
-  *Responsibility for their choices and decisions*

If Self-Direction doesn't work out, individuals can go back to receiving Traditional DD Waiver Services.



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Plan Development

How do I write my plan?

Person-Centered Planning Team/Circle of Support: This is the group of people that will help you develop a plan of service. This group can include you, your plan developer and anyone else you think will be important in creating your plan.

Person-Centered Planning Meeting: This is a meeting that is set up to discuss the services and supports that you would like to access and come up with goals to make you more independent. The ideas and goals discussed in this meeting will be included in your Individual Support Plan. Your plan will look different depending on if you choose Traditional Services or Self-Direction.



Traditional Services

Once you have chosen a Plan Developer and explored the services and supports available, your Plan Developer will work with you to schedule the person-centered planning meeting. Once the Person-Centered planning meeting is complete, your Plan Developer will take all of the information talked about during that meeting and put it into a document called an Individual Support Plan (ISP) and send it to RMS for approval. The approval process for an ISP takes 30 days. Once approved, you can work with your Service Coordinator to start accessing the services and supports you selected.

Self-Direction

If you choose Self-Direction, you will need to attend training with RMS to learn how to self-direct your services and supports. After the training, you will hire a Support Broker to help you decide who you should include in the Person-Centered Planning process.

After completing the Person-Centered Planning meeting, your Support Broker will take the information talked about and create a document called a Support and Spending Plan (SSP). This SSP will be sent to RMS for approval. The approval process for an SSP takes 30 days. Once approved, you can begin hiring the people that you would like to provide the services and supports outlined in your Support and Spending Plan.



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Resources You May Find Helpful

Center on Disabilities and Human Development (CDHD): Strives through education, outreach, research and services to accomplish a shared vision that foresees a nation in which all Americans including Americans with Disabilities participate fully in their communities.

www.idahocdhd.org

Phone 1-800-393-7290

DisAbility Rights Idaho: Assists people with disabilities to protect, promote, and advance their legal and human rights through quality legal, individual, and system advocacy.

www.disabilityrightsidaho.org

Phone 1-866-262-3462

Early Periodic Screening, Diagnosis and Treatment (EPSDT): A Medicaid benefit that covers medically necessary screenings, diagnosis and treatment services for Medicaid participants from birth up to 21 years of age.

<http://healthandwelfare.idaho.gov/Medical/Medicaid/EPSDT/tabid/3361/Default.aspx>

Idaho Care Line-211: Referral service that provides information about programs and services such as health and human services, Department of Health and Welfare information clearinghouse, fraud reporting, Medicaid service providers, foster care/adoptions, the child care system, fingerprinting/criminal history, and many other community resources.

<http://www.idahocareline.org>

Phone 1-800-926-2588

Idaho Council on Developmental Disabilities (ICDD): Promotes the capacity of people with developmental disabilities and their families to determine, access, and direct the services and supports they need to live the lives they choose and to build the community's ability to support their choices.

www.icdd.idaho.gov

Phone: 1-800-544-2433

Idaho Division of Vocational Rehabilitation (IDVR): Assists people with disabilities in preparing for, securing, retaining or regaining employment.

www.vr.idaho.gov

Phone 208-334-3390

Idaho Federation of Families: Provides support and education services to families and youth with behavioral, emotional, and mental health needs.

www.idahofederation.org

Phone 208-433-8845

Idaho Parents Unlimited, Inc. (IPUL): Provides resources and advocacy for parents of children with Developmental Disabilities. This organization works with Idaho Parent Training and Information Center, the Family to Family Health Information Center, Idaho Family Voices, the Creative Access Art Center and Very Special Arts (VSA) Idaho.



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<http://healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities>

www.ipulidaho.org

Phone 1-800-242-4785

Idaho Training Clearinghouse (ITC): Resources for students and families to plan and get organized for leaving high school and moving into the adult world. You can access the Idaho Transition Binder on this website.

www.idahotc.com

Phone: 208-885-6132

KnowHow2Go: Interactive website with advice and tips on preparing for and going to college.

<http://knowhow2go.acenet.edu/>

Social Security Online: The 2018 Red Book: Summary guide to employment support for individuals with disabilities under the Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) programs.

<https://www.ssa.gov/redbook/>



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